

APRIL 2018 CITY HALL FUNCTION APPLICATIONS

NAME OF ORGANISATION	FUNCTION DATE	FUNCTION DESCRIPTION	CRITERIA MET	ROOM CHARGE	HOSPITALITY OFFERED	CIVIC HQ RECOMMEND
2018 EVENTS						
Birth Mothers and their children for Justice NI	27 th April 2018	From The Heart – Exhibition, audio video installation, candle lit vigil, presentation and testimonials from survivors of the Tuam Mother and Baby Home. Numbers attending – 200+	C & D	No (charity)	Yes - Tea Coffee and Biscuits	<i>Approved via Delegated authority from Director.</i> No Charge Tea and Coffee Reception
Theatre NI with EquityUK	4 May 2018	Celebrating the Theatre and NI Creative Industries – reception with speeches and performances to celebrate the contribution of performing arts to Belfast and NI economy. Numbers attending – 150+	C	No (charity)	Yes - Tea Coffee and Biscuits	<i>Approved via Delegated authority from Director.</i> No Charge Tea and Coffee Reception
NI Community of Refugees and Asylum Seekers (NICRAS)	18 June 2018	Launch of Refugee Week 2018 – Annual event to celebrate the achievements of the refugee community and link with partner organizations. Reception with speeches. Numbers attending – 80	C & D	No (Charity)	Yes - Tea Coffee and Biscuits	Approve No Charge Tea and Coffee Reception
Ulster History	20 June 2018	Official Launch of Ulster History project – resources to gain better understanding of the role the people of Ulster in shaping the United Kingdom. Numbers attending – 75	D	No (Voluntary)	Yes - Tea Coffee and Biscuits	Approve No Charge Tea and Coffee Reception
Belfast Bible College	October / November 2018 <i>Final date tbc</i>	75th Anniversary Reunion and Signature Event – celebration of life of the college with invites to former students. Drinks Reception, small exhibition of college life, speeches, prayers and dinner. Numbers attending – 100	C	No (Charity)	No	Approve No Charge Drink Reception

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Bright Lights Dance Group	3 November 2018	Made in Belfast – Celebration of Dance – event to celebrate 30 years of this Dance company with various dance performances and a dinner reception Numbers attending – 100	C	TBC – query charity status	No	Approve Charge TBC No Hospitality
Department for the Economy	6 November 2018	Apprentice of the Year Awards 2018 – 18 th year of these awards to marking the achievements of apprenticeship training in NI - Speeches, Lunch Presentations & Entertainment Numbers attending – 250	C	Charge £300	No as Government body	Approve Charge £300 No Hospitality
Belfast Health and Social Care Trust	21 November 2018	Belfast Trust Chairman’s Awards 2018 – award ceremony, reception and dinner to recognize the achievements of trust staff. Numbers attending - 300	C 1 in 3	Yes - £825	No as Government body	Approve Charge £825 No hospitality
Horn of Africa People’s Aid	8 th March 2019	International Women’s Day – Celebration event with speakers, entertainment and drinks reception. Numbers attending – 50+	C & D 1 in 3	No (Charity)	No - got at previous event	Approve 1 in 3 rule applied No charge No Hospitality
The Association of Surgeons in Training (ASiT)	23 rd March 2019	ASiT Gala Awards and Dinner with drinks reception as part of 3-day conference at Belfast Waterfront. Numbers attending - 250	A & C	No (Charity)	Yes – Wine reception linked to Visit Belfast	Approve No Charge Wine Reception
Aquinas FC Dinner	19 October 2019	50th Anniversary Gala Ball with Drinks Reception, Awards, Dinner and entertainment. Numbers attending - 400	C & D	Yes - £300.00 not £825 as voluntary / community group	Yes – Wine reception	Approve Yes, £300 Wine Reception